**Balanced Literacy Framework in the 21st Century:**

**Writing Workshop Definitions**

**Conventions — formal usage that has become customary in written language.**

• **capitalization** — the appropriate use of capital letters to make text more readable and signal proper nouns and specialized functions such as titles.

• **grammar and usage** — rules for how sentences are put together, how parts of speech are used, how verb tense is made consistent, and how paragraphs are formed.

• **handwriting and word processing** — written work must be legible.

• **punctuation** — strategic use of a variety of punctuation marks to clarify meaning and guide readers through the text.

• **sentence structure** — the kinds of clauses that sentences contain (simple, complex, compound).

• **sentence variation** — varying the types, lengths and beginnings of sentences in order to engage and sustain a reader’s interest.

•  **spelling** — a progression of knowledge of the English spelling system from concrete letters and sounds to more abstract pattern and meaning relationships. (3)

• **text layout** — the basics of writing words left to right across the page with spaces between the words.

**Craft — the use of language appropriate for the genre.**

• **idea development** — the way the writers presents, supports and extends main ideas and themes in the text (i.e., narration; facts, reasons, and opinions; description; comparing and contrasting; examples). **SEE LATEST DWA REVISION FOR MORE EXAMPLES.**

• **language use** — the craft of using sentences, phrases, and expressions to describe events, actions, or information. This includes the use of transitional words and phrases.

• **organization** — the way the writer arranges the information or structures the narrative, including beginnings and endings, and the arrangement of ideas.

•  **voice** — the craft of creating a unique style that reveals the person behind the writing.

• **word choice** — the craft of choosing words to communicate thoughts, images, insights, and emotions; selecting clear, precise, and powerful words to convey intended meanings.

**Process — the component processes of writing that take place roughly in order, but at any point in the process can and will use an or all of the components.**

• **rehearsing and planning** — the process of collecting, working with, and selecting ideas for a written composition.

• **drafting and revising** — the process of getting ideas down on paper and shaping them to convey the writer’s message.

• **editing and proofreading** — the process of polishing selected drafts to prepare them for publication.

•  **publishing** — the process of making a final draft of a written composition public.

**Purpose and Genre — the consideration of purpose when selecting the genre for a written composition.**

• **genre** — a category of written text that is characterized by a particular style, form, or content. These include narrative genres (memoir, short fiction, biography), informational genres (literary nonfiction, expository nonfiction, essay), poetic genres, and functional genres (friendly letters, formal letters, lists and procedures, test writing, writing about reading).

• **purpose** — the writer’s overall intention in creating a text (for example, to tell a story, to inform or explain, to persuade).

**Sources:**

1 *The Continuum of Literacy Learning*, Gay Su Pinnell and Irene Fountas, 2007.

2 *Developing Writer’s Assessment Teacher Resource Book*, Joetta Beaver, Mark Carter, Kathleen Taps, and E.Jane Williams, 2002.

3 *Word Journeys*, Kathy Ganske, 2000.